

**City of Gustavus**

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<https://cms.gustavus-ak.gov/>**Temporary Position Announcement****COVID-19 Temporary Worker I \$30.00 per hour****COVID-19 Temporary Worker II \$35.00 per hour**

Temporary, non-benefitted hourly positions

Late afternoon and evening hours

City of Gustavus is recruiting for multiple temporary workers to assist with public health outreach and screening for COVID-19 at the Alaska Airlines terminal at the Gustavus Airport. These temporary Public Health Worker positions have been created specifically to assist the City of Gustavus in responding to the impacts of the COVID-19 pandemic. The State of Alaska has contracted the City of Gustavus to fill these positions and is providing funding. Please consider applying today!

**Dates of Employment:**

Work would begin immediately following a free COVID-19 test and confirmation of no symptoms. These positions will exist until the City determines that the work is no longer authorized, such as the State of Alaska interstate traveler health mandate no longer requiring COVID-19 testing prior to or upon arrival in Alaska **OR** until the Alaska Airlines jet ends service to Gustavus for the 2020 summer season on August 24, 2020, as of this posting.

**Times:**

Work would begin 1/2-hour before scheduled Alaska Airlines jet arrival time for set-up and preparation and last until all passengers have been processed and the screening site and personnel have been disinfected and taken down. Work may extend later some days due to jet arrival delays.

**Wage:**

COVID-19 Temporary Worker I \$30.00 per hour

COVID-19 Temporary Worker II \$35.00 per hour

**Duties:**What you will be doing:

- Greeting incoming travelers on the daily Alaska Airlines jet;
- Checking State of Alaska mandatory travel declaration documentation;
- Assisting travelers through the airport COVID-19 screening process;
- Observing the administration of COVID-19 tests to ensure protocols are followed;
- Providing general information about COVID-19 and State of Alaska traveler requirements;
- May run errands in support of the operation;
- Temporary Worker II employee would act as crew leader, establishing shift schedules and working with the Fire Chief to address any issues.

We are looking for individuals who have/are:

- Excellent communication and customer service skills
- Ability to interact with a wide variety of people/travelers

- Skilled with conveying information to people/travelers effectively
- Dependable and reliable
- Friendly and approachable
- Comfortable approaching people/travelers they do not know

When you will be working:

Shifts will be centered around the Alaska Airlines jet arrival in Gustavus each day. Set-up will occur beforehand each day, with the amount of time spent on shift depending on the number of passengers arriving on the jet, the timeliness of the jet, and the number of jet passengers requiring COVID-19 testing in Gustavus. Flexible, part time shifts are available.

These positions are temporary, non-benefitted, hourly positions.

**Work Location:**

Workstations will be erected each day at the Alaska Airlines parking lot area where arriving passengers exit through the airport perimeter gate, outside of security. Tents will be set-up each day, but workers will be exposed to a wide variety of Southeast Alaska weather and biting insects. As the public health situation changes, those hired into these positions may also be assigned other related duties as necessary or moved to other locations. All new hires will be provided with training and trained in the use of personal protective equipment (PPE).

**Physical Requirements:**

This position will require up to several hours per shift standing on pavement, exposed to a wide variety of Southeast Alaska weather and biting insects. Employees will need to be able to lift at least 30 pounds.

Is COVID-19 testing required?

All employees will be required to take a free initial COVID-19 test. Employees will also be offered free COVID-19 tests every two weeks thereafter, or more frequently, if deemed necessary.

**Qualifications:**

Temporary Worker I

Education: High School Degree or equivalent

Experience: Any combination of education and experience that would provide the knowledge, skills and abilities as well as possession of any required licenses or certifications to perform the duties needed in response to an evolving public health emergency. Documentation is required to support such qualifications. (Applicants should provide information in their application articulating how their experience qualifies them for the duties listed in the job posting).

Temporary Worker II

Education: High School Degree or equivalent.

Experience: Any combination of experience or post-secondary education totaling one (1) year that included: paid or unpaid experience (including volunteers/interns) in a human service, health, public safety, or related field. Please highlight any experience leading a small group of employees. The hiring official will determine whether an applicant's post-secondary education is considered applicable to the requirements of the position. Applicants using post-secondary education may qualify on the basis of 3 semester or 4 quarter school credits equating to one (1) month of experience.

SPECIAL NOTE:

In addition, applicants may be required to interact with unknowingly COVID-19 positive citizens while wearing appropriate personal protective equipment (PPE). Applicants should take this into consideration when applying for these positions. This is an hourly, temporary position created to for the sole purpose of responding to the COVID-19 public health emergency.

In accordance with City of Gustavus Resolutions CY13-15 for Temporary Positions and CY18-02 for Temporary Labor Pools, these types of positions do not qualify for health insurance or stipend, leave or holiday pay, or retirement contributions.

**Supervised by:**

Fire Chief Travis Miller

**Application Period:**

This recruitment is open as needed or until filled. Applicants should indicate on their application the level of position they are applying for based on their education and experience and/or qualifications.

Employment application forms are available at City Hall Monday-Thursday 9am-4pm or on the City of Gustavus website at:

<https://cms.gustavus-ak.gov/administration/page/cog-employment-application>

The City of Gustavus continues to make every effort to maintain social distancing while continuing to provide services and information to Gustavus. Please consider emailing your completed application to assist us in these efforts.

Email applications to: [travis.miller@gustavus-ak.gov](mailto:travis.miller@gustavus-ak.gov)

Mail applications to: City of Gustavus, Attn: Hiring, PO Box 1, Gustavus, AK 99826

Drop-off applications at the drop box at City Hall.

Fax applications to: 907-697-2136

**More information?**

If you have questions about these positions, please contact Fire Chief Travis Miller at 209-8393 or 697-2707 for further information.

**Notice:**

All positions are located within the City of Gustavus, and all work will be conducted in the City of Gustavus.

**The City of Gustavus is an Equal Opportunity Employer**